



Agenda

Finance Committee Meeting
March 5, 2007 – 5:15 pm
City Council Chambers

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. APPROVAL OF CONSENT AGENDA
5. APPROVAL OF MINUTES:

FEBRUARY 5, 2007

CITY CLERK'S OFFICE

DATE 3/2/07 TIME 2:30

SERVED BY Yolanda Green

RECEIVED BY Spencer Vigil

INFORMATIONAL AGENDA:

6. UPDATE ON AFFORDABLE HOUSING UNITS (KATHY MCCORMICK)
7. UPDATE ON GCCC (LIZ ROYBAL)

CONSENT AGENDA:

8. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT – INTERPRETING SERVICES FOR MUNICIPAL COURT; LETICIA MEDINA (JUDGE ANN YALMAN)
9. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO LEGAL SERVICES AGREEMENT – BUCKMAN DIRECT DIVERSION PROJECT FOR WATER DIVISION; HAWKINS DELAFIELD & WOOD, LLP (RICK CARPENTER)
10. REQUEST FOR APPROVAL OF SOLE SOURCE PROCUREMENT TO PROFESSIONAL SERVICES AGREEMENT – SERVICES FOR DETRON UNITS AT GCCC; TRAVERS MECHANICAL SERVICES (ROBERT SIQUEIROS)
11. REQUEST FOR APPROVAL OF PROFESSIONAL SERVICES AGREEMENT – COMMUNITY YOUTH MURAL AT FRANKLIN MILES PARK; SANTA FE TEEN ARTS CENTER D/B/A WAREHOUSE 21 (BECKY LO DOLCE)
12. REQUEST FOR APPROVAL OF PROCUREMENT UNDER STATE PRICE AGREEMENT – FIVE (5) TRUCKS FOR PLANNING AND LAND USE DEPARTMENT; RELIABLE CHEVROLET (ROBERT RODARTE)



Agenda

Finance Committee Meeting
March 5, 2007 – 5:15 pm
City Council Chambers
Page 2

13. REQUEST FOR APPROVAL OF PROCUREMENT UNDER FEDERAL PRICE AGREEMENT – AERIAL LIFT UNIT FOR TRAFFIC OPERATIONS DIVISION; ALTEC INDUSTRIES, INC. (RICK DEVINE)
 - A. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM AVAILABLE CASH BALANCES – ½% CIP GRT FUND
14. REQUEST FOR APPROVAL OF AMENDMENT NO. 1 TO LEASE AGREEMENT – FAIR MARKET VALUE OF ZONA DEL SOL COMPLEX; SANTA FE YOUTH AND FAMILY CENTER CONSORTIUM (DAVID CHAPMAN)
15. REQUEST FOR APPROVAL OF BUDGET INCREASE/TRANSFER TO LAW ENFORCEMENT PROTECTION FUND FOR REGISTRATIONS FOR POLICE DEPARTMENT (CHIEF ERIC JOHNSON)
16. REQUEST FOR APPROVAL OF GRANT APPLICATION – LAW ENFORCEMENT PROTECTION FUND FOR POLICE DEPARTMENT; STATE OF NEW MEXICO DEPARTMENT OF FINANCE, LOCAL GOVERNMENT (CHIEF ERIC JOHNSON)
17. REQUEST FOR APPROVAL OF A RESOLUTION DIRECTING THE CITY MANAGER TO DEVELOP A PLAN TO ENCOURAGE MORE FEMALE EMPLOYEES TO ENTER THE BLUE-COLLAR TRADES WITHIN THE GOVERNMENT OF THE CITY OF SANTA FE (COUNCILOR HELDMEYER, MAYOR COSS, COUNCILORS WURZBURGER AND CALVERT) (DEBBIE BLEA)
18. REQUEST FOR APPROVAL OF A RESOLUTION RENAMING FORT MARCY PARK TO MAGER'S FIELD PARK (COUNCILORS BUSHEE AND CALVERT) (FABIAN CHAVEZ)
19. REQUEST FOR APPROVAL OF RESOLUTION DIRECTING STAFF TO UPDATE THE CITY'S SNOW REMOVAL PLAN AND ASSOCIATED EMERGENCY PLANS (COUNCILOR HELDMEYER AND MAYOR COSS) (ROBERT ROMERO)
20. REQUEST FOR APPROVAL TO PUBLISH NOTICE OF PUBLIC HEARING ON APRIL 11, 2007 OF AN ORDINANCE AMENDING SECTION 14-2.8 SFCC 1987 REGARDING THE ARCHAEOLOGICAL REVIEW COMMITTEE; QUALIFICATIONS FOR ARCHAEOLOGISTS, HISTORICAL ARCHAEOLOGISTS AND HISTORIAN; AND MAKING SUCH OTHER CHANGES AS ARE NECESSARY (COUNCILOR BUSHEE) (MARISSA BARRETT)



Agenda

Finance Committee Meeting
March 5, 2007 – 5:15 pm
City Council Chambers
Page 3

21. REQUEST FOR APPROVAL TO PUBLISH NOTICE OF PUBLIC HEARING ON APRIL 11, 2007 OF AN ORDINANCE AMENDING SECTION 2-4.6 SFCC 1987 REGARDING THE POWERS AND DUTIES OF THE CITY MANAGER (COUNCILORS HELDMEYER, WURZBURGER AND CHAVEZ) (GALEN BULLER)
22. REQUEST FOR APPROVAL TO PUBLISH NOTICE OF PUBLIC HEARING ON APRIL 11, 2007 OF AN ORDINANCE AMENDING ARTICLE 6-16 REGARDING THE ETHICS AND CAMPAIGN REVIEW BOARD AND AMENDING ARTICLE 9-2 OF THE CITY OF SANTA FE CAMPAIGN CODE (MAYOR COSS AND COUNCILORS TRUJILLO AND WURZBURGER) (YOLANDA VIGIL)
23. REQUEST FOR APPROVAL OF MEMORANDUM OF UNDERSTANDING – MASTER PLAN PROCESS FOR NORTHWEST QUADRANT; SANTA FE PUBLIC SCHOOLS (KATHY MCCORMICK)
24. REQUEST FOR APPROVAL OF GRANT AWARD – TRAINING EVENT THROUGH EASTER SEALS PROJECT ACTION FOR PUBLIC WORKS DEPARTMENT; U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL TRANSIT ADMINISTRATION (DAVID CHAPMAN)
 - A. REQUEST FOR APPROVAL OF BUDGET INCREASE FROM GRANT REVENUES – GRANT FUND

DISCUSSION:

25. REQUEST FOR APPROVAL OF A RESOLUTION DESIGNATING THE 2.3 MILLION DOLLARS PREVIOUSLY USED FOR THE REGIONAL EMERGENCY COMMUNICATION CENTER BE USED FOR PUBLIC SAFETY PURPOSES (COUNCILOR BUSHEE, MAYOR COSS AND COUNCILOR TRUJILLO) (FIRE CHIEF CHRIS RIVERA AND POLICE CHIEF ERIC JOHNSON)
26. REQUEST FOR APPROVAL TO PUBLISH NOTICE OF PUBLIC HEARING ON APRIL 11, 2007 OF AN ORDINANCE AMENDING SECTIONS 14-3.14 AND 14-5.2(B) SFCC 1987 REGARDING DEMOLITION AND MINIMUM MAINTENANCE REQUIREMENTS FOR LANDMARK STRUCTURES (DAVID RASCH)
27. REQUEST FOR APPROVAL AND IMPLEMENTATION OF EMERGENCY MANAGEMENT OPERATIONS PLAN (JACK HIATT)



Agenda

Finance Committee Meeting
March 5, 2007 – 5:15 pm
City Council Chambers
Page 4

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28. CONTINUING REVIEW OF STRATEGIC PLANNING – PRELIMINARY FINANCIAL IMPACTS (KATHRYN RAVELING)
 29. OTHER FINANCIAL INFORMATION
 30. MATTERS FROM THE COMMITTEE
 31. ADJOURNMENT

Interpreter for hearing impaired is available through City Clerk's Office upon 5 days notice.

SUMMARY OF ACTION
CITY OF SANTA FE
FINANCE COMMITTEE

March 5, 2007

<i>ITEM</i>	<i>ACTION TAKEN</i>	<i>PAGE(S)</i>
Roll Call	Quorum Present	1
Approval of Agenda	Approved as amended	2
Approval of Consent Agenda	Approved as amended	2
Approval of Minutes -February 5, 2007	Approved as submitted	2
Informational Agenda		
6. Affordable Housing Update	Discussion	2-3
7. GCCC Update	Discussion	3-4
Consent Agenda Listing	Listed	5-7
Discussion Agenda		
25. Regional Emergency Communication Center Resolution	Approved	7
26. Ordinance Amendment regarding Demolition and Minimum Maintenance Requirements for Landmark Structures	No Action Taken	7-9
27. Emergency Management Operations Plan	Approved with directions	9-10
28. Review of Strategic Planning - Financial Impacts	Discussion	10-12
Other Financial Information	None	12
Matters from the Committee	None	13
Adjournment EXHIBITS: A-C	13

MINUTES OF THE
CITY OF SANTA FE
FINANCE COMMITTEE

March 5, 2007

1. CALL TO ORDER

A meeting of the Finance Committee was called to order by Chair Karen Heldmeyer at 5:15 p.m. on Monday, March 5, 2007, in the Council Chambers, City Hall, 200 Lincoln Avenue, Santa Fe, New Mexico.

2 ROLL CALL

Roll call indicated the presence of a quorum as follows:

MEMBERS PRESENT:

Councilor Karen Heldmeyer, Chair
Councilor Christopher Calvert
Councilor Carmichael Dominguez
Councilor Matthew Ortiz

MEMBERS ABSENT:

Councilor Rebecca Wurzbarger [excused]

OTHER COUNCILORS PRESENT:

None.

OTHERS ATTENDING:

Kathryn Raveling, Finance Director
Yolanda Green, Finance Division
Carl Boaz, Stenographer.

NOTE: All items in the Committee packets for all agenda items are incorporated herewith by reference. The original Committee packet is on file in the Finance Department.

3. APPROVAL OF AGENDA

Ms. Raveling said the contract amendment for Kathryn Medina [Item 8 in the Consent Agenda] should be deleted since she got another job. She said she would propose to add Sam Adelo in the contract for Council.

Councilor Calvert moved to approve the agenda as amended with the deletion of Item 8. Councilor Dominguez seconded the motion and it passed by unanimous voice vote.

4. APPROVAL OF CONSENT AGENDA

Councilor Ortiz moved to approve the Consent Agenda as amended. Councilor Calvert seconded the motion and it passed by unanimous voice vote.

5. APPROVAL OF MINUTES:

FEBRUARY 5, 2007

Councilor Calvert moved for approval of the minutes of February 5, 2007 as submitted. Councilor Ortiz seconded the motion and it passed by unanimous voice vote.

INFORMATIONAL AGENDA:

6. UPDATE ON AFFORDABLE HOUSING UNITS (KATHY MCCORMICK)

Ms. McCormick thanked Chair Heldmeyer for asking for the information. She said what they put together was what they believed was the first report on Affordable Housing, not just HOP but including all programs. They estimated 271 new Affordable Housing homes and that focus was just on new homes. She clarified that the 271 sold last year excluded all Homewise and Comm Trust properties so it was only by BT Homes or Centex. She was also please with the part Habitat played.

She went through the report and said that in Santa Fe, over half were sold to those in 50-80% of affordable income. She added that Homewise tracks by family income and size. They also have a profile of who buys them and commented that there was there a gap for single parents, for instance.

Habitat focuses on large families whereas the others focus on variety of family types.

Councilor Dominguez said he would like to see the total of market rate homes like Community Housing Trust. He asked Mr. Loftin: what the total percentage of their homes were affordable.

Mr. Loftin said they tried to have at least 50% Affordable Housing and 50% market rate. At 120% of poverty level, they have 90% with the majority below 80%. They have some above 100% now.

Councilor Dominguez asked for the percentage of total homes they produced.

Mr. Loftin said he would have to get it for the Committee. Some higher income buy existing homes. They could help them get a good mortgage. They cut off at \$79,200 per year.

Councilor Dominguez asked if they helped first time buyers with existing homes.

Mr. Loftin said they did.

Chair Heldmeyer asked, with all these large tract developments on the south side, if there were any new affordable homes not picked up by this.

Ms. McCormick said there was always the chance, but any buyer of an affordable home has to have income verified. They were gearing up for several months with the reports (certifications) and created a database and had Ron Pacheco do more monitoring in the field to determine who was buying what out there.

Chair Heldmeyer said the focus in city programs was the income of the buyer and there might be buyers out there selling houses that would be appropriate by income but unless they took advantage of the city's programs, they might have missed them.

Ms. McCormick agreed.

Chair Heldmeyer asked if someone meets the income requirements, the City would work with them.

Ms. McCormick said that was correct. She said they could expand on it in future reports.

7. UPDATE ON GCCC (LIZ ROYBAL)

Ms. Roybal presented a written report [attached as Exhibit A] and reviewed it with

the Committee.

Chair Heldmeyer said what the Council would like was to know that the times the staff were there was the same as when patrons were there.

Ms. Roybal said they were doing headcounts at the end of the day during the last two hours. Those were key. She said they saw a range of 12 - 50 people. Fitness and track were to their maximums. Pool and ice rink were down and if they could shut down portions, they could save money. She said they would still have building supervisors and custodians. They were open 120 hours for staff.

Chair Heldmeyer said they would look forward to that.

Councilor Dominguez asked about the concessions.

Ms. Roybal said over the past 5 months the average was 40-45 hours per week. This last week they were open 40 hours on weekends. She said they were looking at 95 patrons per day. But to be more precise, they needed to get handle on numbers of meal tickets, with a clicker maybe. She added that they were counting at the turnstyle three times a day.

Councilor Dominguez urged them to just make sure they don't have two cooks when no one was there.

Ms. Roybal agreed. She said they were always open when there were meets.

Councilor Dominguez said his concern was also that they provide the best service possible.

Mr. Lovato said one of the times was from 8-10 to see how many they have in the evening. Sometimes they had more staff than patrons so they have cut hours on Fri, Sat, Sun and if they need to cut more, they would. He added that they were trying for innovative programming for summer; working closely with Rick Anaya and the Mayor's committee.

Chair Heldmeyer asked if the concessions had a cash register that would track sales.

Ms. Roybal said they did and could go back on the tape to get the times. She said they wanted to get hooked up with the Safari system but were not yet.

CONSENT AGENDA LISTING:

8. REQUEST FOR APPROVAL OF AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT - INTERPRETING SERVICES FOR MUNICIPAL COURT; LETICIA MEDINA (JUDGE ANN YALMAN)

This item was removed from the agenda under Approval of the Agenda.

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FINANCE COMMITTEE MINUTES

March 5, 2007

Page 6

REVENUES - GRANT FUND

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25. REQUEST FOR APPROVAL OF A RESOLUTION DESIGNATING THE 2.3 MILLION DOLLARS PREVIOUSLY USED FOR THE REGIONAL EMERGENCY COMMUNICATION CENTER BE USED FOR PUBLIC SAFETY PURPOSES (COUNCILOR BUSHEE, MAYOR COSS AND COUNCILOR TRUJILLO) (FIRE CHIEF CHRIS RIVERA AND POLICE CHIEF ERIC JOHNSON)

Councilor Ortiz moved for approval of the request. Councilor Calvert seconded the motion.

Chair Heldmeyer noted that the title on agenda was incorrect.

Ms. Price said they took it out of the title but thought that was all they did.

Chair Heldmeyer asked Chief Rivera about the JPA which was not yet amended.

Chief Rivera said the RECC Board had meeting last week and it came up and decided to amend it as a Board and get it to both County and City. He said the Board also includes City and County Managers. He was not sure of the exact time frame but said it would have to be quick. He said the County was taking over fiscal management. He said he heard directly from the County Manager that they would pick up all costs.

Chair Heldmeyer said getting it in writing would be very good and nail it down in the JPA.

The motion passed by unanimous voice vote.

26. REQUEST FOR APPROVAL TO PUBLISH NOTICE OF PUBLIC HEARING ON APRIL 11, 2007 OF AN ORDINANCE AMENDING SECTIONS 14-3.14 AND 14-5.2(B) SFCC 1987 REGARDING DEMOLITION AND MINIMUM MAINTENANCE REQUIREMENTS FOR LANDMARK STRUCTURES (DAVID RASCH)

Chair Heldmeyer asked if there was a question at Public Works on the motivation for the change.

Mr. Rasch said that was correct. He explained that it wasn't clear to the Public Works Committee why they were seeking the change and they postponed until they got

a list of landmark structures.

Mr. Rasch distributed copies of a list of landmark properties [attached as Exhibit B].

Councilor Ortiz added that they would hear it again at Public Works on Monday.

Chair Heldmeyer explained that the City Attorney found a flaw in the law that one could not have demolition by neglect outside the Historic Districts. One of those lines was left out of the ordinance revision regarding landmark structures. That was the purpose, just to correct that oversight.

Mr. Rasch said by definition landmark structures were outside historic districts. Both demolition and maintenance did not include landmarks. He said there were ten landmark structures that didn't have that provision included.

Councilor Calvert moved for approval. Councilor Dominguez refused to second it because of the questions at Public Works.

Councilor Dominguez noted there were five private residences and wondered what their ability was to bring any structure up to code. He suggested that elderly persons might not have resources to keep up to standards.

Mr. Rasch went through the list. Don Cubero was a burger place now for sale. East Houghton was one of the more recent ones.

Councilor Dominguez thought the list could grow quite a bit.

Chair Heldmeyer said that on Brownell Holland, the owners requested it. She asked what the process was.

Mr. Rasch provided the details on eligibility: out of Historic Districts; over 50 years old, eligible for the National Register. He suggested Councilor Dominguez's question was more important for the historic districts with 6000 homes. He said the owner could get up to 50% tax write off for renovation costs.

Chair Heldmeyer said the tax relief was really quite impressive. The disadvantage was that they had to apply 4 months in advance. She said commercial buildings had additional tax savings and the federal tax write offs were also significant.

Chair Heldmeyer added that to be a landmark property required two public hearings.

Mr. Rasch agreed, saying that with landmark status, the H Board only recommends to Council who makes the decisions on landmark status.

Chair Heldmeyer added that neither Landmark or Significant status would ban demolition from happening.

Mr. Rasch explained how the demolition approval process worked.

The motion died for lack of a second. No further action was taken on this item.

27. REQUEST FOR APPROVAL AND IMPLEMENTATION OF EMERGENCY MANAGEMENT OPERATIONS PLAN (JACK HIATT)

Mr. Hiatt said that Martin Vigil could not be present. He said he would be glad to summarize the report but noted it was well organized.

Councilor Ortiz asked if this was something they just developed or had and now memorialized.

Mr. Hiatt said they used it for the snow storm. Police and Fire have been trained on it and he was the only city staff trained so he was at the emergency center. He hoped this would be adopted by Council and the County as well.

Councilor Ortiz said that after 9 11, he thought they had a plan but maybe not. He thought they were going to have a process for it but maybe did not adopt it.

Chief Rivera said he did not believe it was part of the RECC.

Councilor Ortiz said one of his constituents told him there were still homeland security monies they could access for things like a generator at GCCC. He asked if it would be a benefit for him to bring a resolution to address those resources.

Mr. Hiatt said that adopting the basic plan would not help necessarily. He commented that there were six communities that have adopted a joint city-county plan.

He said it would help to have the resolution for the generator and didn't think Ms. Raveling had an extra \$400,000 dollars for it.

Councilor Calvert said to Mr. Hiatt that there were no financial or budget implications noted but the back up generator was such an expense. Supplies grow stale, medicines, etc. was there a need to stockpile some supplies and should it be budgeted for.

Mr. Hiatt said he asked Martin and other staff to develop a supplies list to include in

the Manager's budget.

Councilor Calvert said they needed to have the basics like water or reserve fuel, medicines, He saw that as part of the plan.

Chair Heldmeyer said Martin had fairly big plans with a staff of at least six. But right now there was no agreement with County about who puts what money into the plan. She assumed it would be negotiated.

Chair Heldmeyer asked Mr. Hiatt if they applied for either federal or state emergency funds for overtime during snow.

Mr. Hiatt said they had. He said they calculated them as best they could and submitted them but he was not optimistic. He said the total was about \$400,000.

Chair Heldmeyer said presumably they have set aside some money for this incident.

Mr. Hiatt said they would apply some kind of standard to who needed it the most.

Councilor Ortiz moved to approve with the directions to staff. Councilor Calvert seconded the motion and it passed by unanimous voice vote.

28. CONTINUING REVIEW OF STRATEGIC PLANNING - PRELIMINARY FINANCIAL IMPACTS (KATHRYN RAVELING)

Ms. Raveling provided a written report [attached as Exhibit C]. She said everyone was invited to the planning. She briefly reviewed the written document with the Committee.

She said it compared fiscal years. There were some carry overs from last fiscal year. It does include more than just the base budget they would be working on. Also it has a column on what was received. She said she would not go through every line.

She noted that NMGRT was a big part of the general fund. That was number for 4% over budget. That was by far the biggest increase because it was the largest source. She said that in April, she would have to balance the General Fund. It was not the most conservative estimate.

Chair Heldmeyer asked what was the status of the bill in the legislature to shift some GRT to personal income taxes was.

Ms. Raveling said she didn't know.

Ms. Raveling briefly pointed out the other expenditure impacts like costs of supplies which would likely increase.

She said the increase for the new jail contract was not final.

She said they looked at medical insurance and it looks like they were doing okay. The new provider has projected lower increases but she was not recommending any reduction even though it looked like it was stabilized.

She also noted they included replacement of equipment, maintenance of parks, trails, etc., catching up and the living wage would go up to \$10.50 in January.

Ms. Raveling said the impact on water rates was not on here but it was significant and would affect the city and they would have to incorporate it.

Chair Heldmeyer said there wasn't time at the last strategic planning but what was discussed was that everyone would come up with overall themes for the departments and were supposed to pick the ten most crucial things and ten where cost savings could be found.

Councilor Ortiz asked if reimbursements under enterprise funds would go back to general funds.

Ms. Raveling said reimbursements for utilities did not go back into the General Fund but into a special utilities fund. She said they were based on the level of their revenues by percentage.

Councilor Ortiz talked briefly about the benefits of general obligation bonds vs property tax adjustment. He asked to see more detail on how much the parks would cost; actually putting this test (memo on page 8) to see how one applies to the other.

Councilor Ortiz said someone had said they would send out a general obligation bond to fund the parks. It comes at a higher price. He hoped parks staff were close to the numbers so they could see how it would go along. He said they needed to address how to take care of the increases in maintenance.

Ms. Raveling said the contract was almost finalized and she just wanted to run the numbers.

The Committee discussed property tax increments and geo bonds.

Ms. Raveling said that at their next meeting she would report on those details.

Chair Heldmeyer proposed having a detailed list of needs at the parks and recreation fields for next time, including who they should serve and what were the needs in the future.

Councilor Ortiz thought there was a benefit to having more active park fields. The kids were being shuffled to the Downs and the MRC and that should not be taking place. He said he knew the ice and pools had fewer kids and the basketball courts were full. It was sad that the adults don't want amenities that kids would use in the parks; just benches, gazebos and trails. It was a changing demographic.

Chair Heldmeyer asked where they would go from here. She noted that no other councilors showed up except those on the Finance Committee. Where were they with strategic planning, if it was just an exercise or what.

Councilor Ortiz said he was at a point now that he had as much information as needed. He knew where he wanted to go and have enough information to know how to get there. If they needed to cut, he thought he could cut. They could have x amount of savings and operations would not be greatly impacted. He said the information was there and they had clear options on why they needed to cut and where.

Ms. Raveling said the next meeting was March 19th and they were going to present the findings. They would be calling all Councilors for this project. Also sending out all the answers to the questions the Councilors have asked.

Chair Heldmeyer said to make sure all councilors were invited. Let's put it first on discussion agenda. She asked when tentative budget would be available.

Ms. Raveling said the second or third week in April.

Chair Heldmeyer said they needed to think about the format also.

Councilor Ortiz hoped for the ten item list they could coalesce around those cuts, then the discussion could be about those items. Last year wasn't the detail. He was hopeful the strategic plan process would inform the budget process.

Mayor Coss said the meeting on the 19th was the one people were really shooting for. He hoped that all the strategic planning work would inform the budget process this year.

29. OTHER FINANCIAL INFORMATION

None.

30. MATTERS FROM THE COMMITTEE

Chair Heldmeyer said they were deputizing people to give out ADA violation tickets.

31. ADJOURNMENT

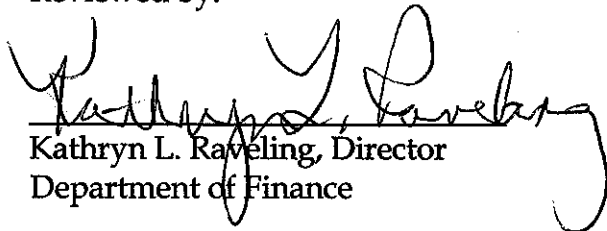
Having completed the agenda and with no further business to come before the Committee, the meeting was adjourned at approximately 7:16 p.m.

Approved by:

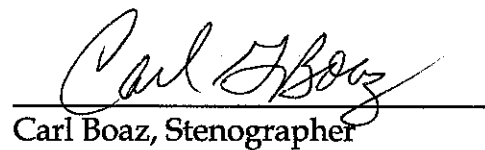


Karen Heldmeyer, Chair

Reviewed by:


Kathryn L. Raveling, Director
Department of Finance

Submitted by:


Carl Boaz, Stenographer